

Contract Number:

1



INVOICE

Invoice #:	INV81913
Date:	07/27/2026
Due Date:	08/26/2026
PO #:	N/A
Company ID:	L201816
Sales Rep:	Adriane Wiklund

Bill To

Santa Rosa City Schools
211 Ridgway Ave
Santa Rosa CA 95401
United States

Ship To

Santa Rosa City Schools
211 Ridgway Ave
Santa Rosa CA 95401
United States

Item Description	Quantity	Rate	Amount	Tax Rate
Bluebeam Core Renewal per User, Annual Subscription.	2	\$330.00	\$660.00	0%
			Subtotal	\$660.00
			Shipping	
			Tax	\$0.00
			TOTAL	\$660.00
			BALANCE DUE	\$660.00

Thank You For Your Business

For billing questions or credit card payments, please contact Accounting at (877) 648-7223, accounting@arkance.us.

PAYMENT METHODS

Remit payment by Bank ACH:

PLEASE CALL TO CONFIRM BANK
DETAILS BEFORE SENDING
PAYMENT

Banc of California
11611 San Vicente Blvd, Suite 500
Los Angeles, CA 90049
ABA Routing Number: 122238200
Account Number: 48063000
SWIFT (BIC): SQARUS33

Remit by check payable to:

Arkance USA
18831 Bardeen Avenue, Suite 200
Irvine, CA 92612

RETURN POLICY

Returns on software and hardware purchases
must be done within 30 days of the order date.

TERMS AND CONDITIONS



INVOICE

Invoice #:	INV81913
Date:	07/27/2026
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PO #:	N/A
Company ID:	L201816
Sales Rep:	Adriane Wiklund

When purchasing software products, the items specific in this invoice are being purchased from the software vendor and no representations or warranties made by the Solution Provider, if any, will apply to the order. The Solution Provider identified in this invoice is a commercial agent and a facilitator only. All orders submitted in relation to this invoice subject You to the burdens and responsibilities established in the Vendor Online Purchase Terms and the other special terms and conditions specified above (if any) will apply to the order. No other terms and conditions contained in any purchase order or documentation issued by You shall bind the parties.

Multi-Year Contracts for Software purchases:

In purchasing a multi-year subscription, You may be billed on an annual basis, but You remain responsible for the full amount of each annual billing throughout the term of the multi-year subscription to the same extent that Solution Provider remains responsible to Software Vendor Changes, including, but not limited to, Your number of users, nature of business, business entity classification or structure shall not relieve You of the obligation to satisfy the agreed upon terms for the full subscription period to the same extent Solution Provider remains obligated to Software Vendor. Any invoices issued during multi-year subscriptions are immediately due and owing upon issuance and shall bear interest at the rate of 10% annually after thirty days. Solution Provider shall be entitled to recover all attorney's fees and costs incurred to enforce the terms of any multi-year subscription.



PREPARED FOR

Santa Rosa City Schools
211 Ridgway Ave
Santa Rosa, CA 95401

PREPARED BY

Adriane Wiklund
Adriane.wiklund@arkance.us

DATE: 05/18/2026

QUOTE #: Q16708508

EXPIRES: 11/14/2026

TERMS: Net 30

Description	End Date	Qty	Price	Amount	Tax
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Bluebeam Core Renewal per User, Annual Subscription.	08/14/2027	2	\$330.00	\$660.00	\$0.00
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~~Org Admin Pro New User, Annual subscription.~~	~~08/14/2027~~	~~2~~	~~\$25.00~~	~~\$50.00~~	~~\$0.00~~
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IT Admin: Catherine Gotfrid

IT Admin email:

cgotfrid@srcs.k12.ca.us

Bluebeam Org Admin Pro provides enterprise-level control and visibility over Studio by managing access to Projects/Sessions, generating activity reports, enforcing permissions, and re-assigning Project/Session ownership.

Admin Pro not required.
C. Gotfrid

Subtotal	~~\$710.00~~
----------	---------------------

Tax	~~\$0.00~~
-----	-------------------

Total	~~\$710.00~~
--------------	----------------------------

Approval & E-Signature

Order Terms & Conditions

1. Please sign below as orders will not be accepted without a signed quotation.
2. All Bluebeam product returns will be allowed within 30 days of order date.
3. Customer is eligible to receive free technical support. Visit arkance.world/support or call our technical support department.
4. If shipping charges do not appear on this quote, they will appear on the invoice if applicable.
5. Customer has one year from date of purchase to receive prepaid training or services, unless otherwise agreed upon.
6. Payment is due in advance unless a credit limit has been established with Arkance.
7. If sales tax charges do not appear on this quote, but are determined to be applicable, they will appear on the invoice.

Pricing Terms: Prices displayed are valid until the expiration date indicated above and include estimated VAT or sales tax which are subject to change until your location information has been entered.

Mailing Address for Checks:

Arkance USA 18831 Bardeen Avenue, Suite 200 Irvine, CA 92612

☐

I have read and accept the terms and conditions above *

E-Signature

Your First and Last Name *

Cathy Gotfrid

Your Email Address *

cgotfrid@srcs.k12.ca.us

Purchase Order

If you have established terms with Arkance and wish to be invoiced, enter your PO Number below. If you don't use a PO system, enter "N/A".

PO Number *

PO-12345 or N/A

Billing Address

Address Line 1 *

110 Stony Point Road Suite 210

Address Line 2

City *

Santa Rosa

State *

CA

ZIP Code *

95401

Additional Notes (Optional)

Any special instructions or notes for your order...

Accept & Submit Order

By clicking submit, you authorize this purchase and agree to the terms above.

Contract Number:

2



September 15, 2025

Erik Oden
Executive Director Facilities, Maintenance, and Operations
Santa Rosa City Schools
110 Stoney Point Rd #210, Santa Rosa, CA 95401

RE: Piner High School Theater Add AV
Project No.: 2474.00

Dear Erik,

The reason for this letter is to request additional services on the Piner High School Theater Lighting Project. During design it was requested that we add additional AV elements to the project. These include the following:

- Two new 14k lumen laser-based video projectors
- Additional cabling and matrix routing between projectors and the AV rack
- Added HDMI inputs in the control booth
- Audio connections to the existing systems.
- Basic control at booth for power control over the new video projectors and source selection of input
- Design-intent projector mounting assemblies
- Coordination of AV system requirements with other trade disciplines as needed

We respectfully request an additional \$8,250 fee for this additional service. When added to our current fee of \$129,500, our revised fee would be \$137,750. If this is acceptable, please sign and return one copy of this request to our Contracts Manager, Carol Tonelli, carolt@qka.com at your earliest convenience.

Sincerely,

Kevin Chapin, Architect/ LEED AP
Principal/Studio Leader

_____ Date: _____

Erik Oden

Executive Director Facilities, Maintenance, and Operations

cc: Van Pelt Construction Services

Contract Number:

3

Integrated Security Controls, Inc
3401 Industrial Dr
Santa Rosa, CA 95403
+17074556781
john.peggram@icscontrols.net

Invoice



BILL TO
Santa Rosa City Schools 211 Ridgway Ave Santa Rosa, CA 95401

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
4643	04/24/2026	\$290.00	05/24/2026	Net 30	

JOB
District office

PURCHASE ORDER
P.O. B26-00253, WO26060

ACTIVITY	QTY	RATE	AMOUNT
Labor 3/26/26 - Remove multi sensor camera from District office	1	145.00	145.00
Labor 3/30/26 - Remove multi sensor camera from District office	1	145.00	145.00

P.O. B26-00253, WO26060 Santa Rosa City Schools	SUBTOTAL	290.00
	TAX	0.00
	TOTAL	290.00
	BALANCE DUE	\$290.00

Contract Number:

4

June 19, 2026

Crawford File: 25-1641.1

Santa Rosa City Schools
10 Stony Point Road, Suite 2010

Subject: **Additional Funds Request**
 Helen Lehman Elementary School TK Classroom Building
 Santa Rosa, California

Crawford & Associates, Inc. (Crawford) respectfully submits this Change Order Request for additional Construction Materials Testing and Engineering services that were not anticipated in our original scope of services for the above-referenced project.

Additional Construction Materials Testing and Field Observation Services

The level of effort required to support construction exceeded the original estimate due to unanticipated construction activities encountered during the course of the work, including impacts associated with the contractor's chosen means and methods of construction. These included extended and unplanned overtime necessary to maintain project schedule and responsiveness.

Basis for Change Order

The additional services described above were necessitated by:

- The contractor's chosen means and method of construction required more work activities and levels of effort not originally anticipated in the fee estimate.
- Unanticipated overtime required to support construction activities

As a result, Crawford incurred additional field, engineering, and project management effort to support the project and maintain compliance with applicable project requirements.

Cost Impact

Crawford requests authorization for additional compensation associated with these services. A detailed breakdown of the additional labor, time, and associated costs is presented in the attached for your review. The requested change order is based on time and materials in accordance with our contract terms and rates, for a total requested additional fee of \$25,000.00

We appreciate the opportunity to continue supporting the success of this project. Please do not hesitate to contact us should you have any questions or require additional information regarding this request.



Sincerely,

Crawford & Associates, Inc.,



Robert Hill
Director of Construction Services
r.hill@crawford-inc.com

Contract Number:

5

Integrated Security Controls, Inc
3401 Industrial Dr
Santa Rosa, CA 95403
+17074556781
john.pegam@icscontrols.net

Invoice

**BILL TO**

Santa Rosa City Schools
211 Ridgway Ave
Santa Rosa, CA 95401

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
4644	04/24/2026	\$290.00	05/24/2026	Net 30	

JOB
James Monroe

PURCHASE ORDER
P.O. B26-00253, WO26077

ACTIVITY	QTY	RATE	AMOUNT
Labor 4/10/26 - Removed cameras	2	145.00	290.00

P.O. B26-00253, WO26077 Santa Rosa City Schools

SUBTOTAL	290.00
TAX	0.00
TOTAL	290.00
BALANCE DUE	\$290.00

Contract Number:

6

June 19, 2026

Crawford File: 25-1642.1

Santa Rosa City Schools
10 Stony Point Road, Suite 2010

Subject: **Additional Funds Request**
James Monroe Elementary School TK Classroom Building
Santa Rosa, California

Crawford & Associates, Inc. (Crawford) respectfully submits this Change Order Request for additional Construction Materials Testing and Engineering services that were not anticipated in our original scope of services for the above-referenced project.

Additional Construction Materials Testing and Field Observation Services

The level of effort required to support construction exceeded the original estimate due to unanticipated construction activities encountered during the course of the work, including impacts associated with the contractor's chosen means and methods of construction. These included extended and unplanned overtime necessary to maintain project schedule and responsiveness.

Basis for Change Order

The additional services described above were necessitated by:

- The contractor's chosen means and method of construction required more work activities and levels of effort not originally anticipated in the fee estimate.
- Unanticipated overtime required to support construction activities

As a result, Crawford incurred additional field, engineering, and project management effort to support the project and maintain compliance with applicable project requirements.

Cost Impact

Crawford requests authorization for additional compensation associated with these services. A detailed breakdown of the additional labor, time, and associated costs is presented in the attached for your review. The requested change order is based on time and materials in accordance with our contract terms and rates, for a total requested additional fee of \$25,000.00

We appreciate the opportunity to continue supporting the success of this project. Please do not hesitate to contact us should you have any questions or require additional information regarding this request.



Sincerely,

Crawford & Associates, Inc.,



Robert Hill
Director of Construction Services
r.hill@crawford-inc.com

Contract Number:

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EXHIBIT A
PROJECT ASSIGNMENT
ABRAHAM LINCOLN ELEMENTARY SCHOOL ORNAMENTAL METAL FENCE

This Project Assignment (“Project Assignment”) is entered into as of **August 12, 2026** (“Effective Date”) by and between **Santa Rosa Elementary School District** (“District”) and **F & G Design/ Drafting Services** (“IOR”) pursuant to the Agreement for Project Inspector Services (“Agreement”) between the District and Contractor dated **February 14, 2024**. By this reference, the Agreement is incorporated herein as if set forth in full.

1. Project Description.

Abraham Lincoln Elementary School Ornamental Metal Fence Project

2. IOR Services to be Provided.

- a. Inspect work performed and materials supplied by the contractors to assist with the verification of conformity with the contract documents.
- b. Carry out the instructions of the Project Architect and the Division of the State Architect for the portions covered by DSA.
- c. Prepare all necessary reports, including semi-monthly reports, DSA Box documentation, and the final verified report to the Division of the State Architect.
- d. Assist the efforts of all parties concerned to expedite the completion and ensure the quality of the project per approved documents, current governing codes, and DSA requirements.

3. Project Schedule and Project Term.

Construction commencing on or around **August 12, 2026** through the scheduled final completion date of **October 23, 2026**.

4. IOR Budget, Compensation and Payment.

The Consultant shall provide services in accordance with the project timeline, which anticipates commencement **August 17, 2026** and completion by the end of **October 23, 2026**. Services are expected to be performed at an average of **N/A (N/A)** hours per week, not to exceed **N/A (N/A)** total hours.

Compensation for services shall be at a billable rate of **One Hundred and Forty Dollars (\$140.00)** per hour, not to exceed a total amount of **Thirteen Thousand and Five Hundred Dollars (\$13,500.00)** without prior written authorization from the District.

5. Special Conditions and/or Miscellaneous Provisions.

Intentionally Blank.

IN WITNESS WHEREOF, the Parties hereto have executed this Project Assignment
as of the Effective Date.

DISTRICT:

Santa Rosa Elementary School District

By: _____

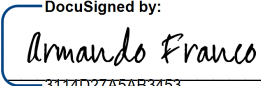
Name: Lisa August Hulme

Title: Assistant Superintendent of Business Services

Date: _____

IOR:

F & G Design/ Drafting Services

By:  _____
3114D27A5AB3453...

Name: Armando Franco

Title: DSA Class 1 Certified Inspector

Date: 7/24/2026



1863 ALAN DRIVE
PENNGROVE, CA 94951
(707) 763-3270
(707) 939-4560
INSPECTORAFE@GMAIL.COM

July 21, 2026

Eric Oden
Executive Director
Facilities, Maintenance & Operations
Santa Rosa City Schools
110 Stony Point Road, Unit 225
Santa Rosa, CA 95401
707 890-3800 x80231
c/o Greystone West Company

Mr. Oden,

Thank you for the opportunity to propose Inspection Services for the Abraham Lincoln Elementary School Fence & Gates project in Santa Rosa, CA

Based on the **Schematic Design drawings** prepared by Hibser Yamauchi Architects and the estimated construction schedule to complete the project, we have developed this proposal for you.

Our work and our fees cover the period when the Fence & Gates project work is completed and ready for the School District's use, tentatively starting **August 17, 2026** and ending on **October 23, 2026** only.

Our Scope of work includes traveling, doing our field inspections, communicating with the principal in charge of the project, the general contractor, the School District and DSA representatives as needed, writing daily & semi-monthly reports and keeping DSA forms located in the DSA Box updated as required by the DSA.

F&G Design/Inspection Services will provide Inspection Services on a Not to Exceed Lump Sum basis for the construction dates as noted above.

F&G estimates the Inspection Services fee to be \$13, 500.00

Additionally, F&G **estimates** the cost of **Inspection Services** fee for the Commissioning, close-out, punch list work, and miscellaneous work to be **\$ 500.00**.

Fee Schedule

Our Standard Billing Rate is \$140.00 per hour for regular working hours, time and a half (\$210.00 per hour) for Weekends & Holidays, if necessary.

Additional Services

Should the construction period estimated above extend significantly beyond the time as outlined on the preceding paragraph, **F and G** inspection services shall be compensated on a Lump Sum basis as per our Standard Billing Rates, until the Fence & Gates project work has been completed .

These additional services must be authorized in writing and signed by both **F and G Design/Drafting Services** and Santa Rosa City Schools prior to the provision of the services.

Time and Scheduling

F and G Inspection Services shall commence inspections on **August 17, 2026** or as of the date of signature of this Memorandum, unless otherwise agreed herein in writing. **F and G** shall endeavor to perform the Inspection Services on a continuous basis and work under the general direction of the owner, architect and/or engineer of record.



1863 ALAN DRIVE
 PENNGROVE, CA 94951
 (707) 763-3270
 (707) 939-4560
 INSPECTORAFE@GMAIL.COM

Compensation

F and G shall be compensated for the services outlined herein as noted on the preceding paragraphs. **F and G** shall bill for services on a monthly basis and shall keep the Client regularly informed of the progress of the work and the cost of services. All bills for services are due upon receipt and delinquent 30 days from the date of invoice. Unpaid balances older than 30 days shall earn interest at the rate of 1% per month.

Termination of Services

This authorization shall continue until all Inspection services have been performed and the Fence & Gates project is complete & in use by the District. This agreement may be terminated by written notice by either party for reasonable cause. **F and G** shall be entitled to compensation for all services performed up to the date of receipt of the termination notice, as per the Standard Billing Rates noted above. The Client may choose to temporarily suspend work on the project with written notice to the **F and G**.

This memorandum will remain in force through any suspension of the work on the project until such time as the project is terminated or abandoned by the Client in writing. **F and G** shall have the right to suspend work on the project for non-payment of fees beyond thirty days past due, and shall commence work again in a timely manner when all past due fees have been received. **F and G** shall have the right to terminate this agreement for non-payment of fees beyond sixty days past due and shall be entitled to compensation for all services performed until the date of the notice of termination.

Superseding Agreements

Should the scope of services change significantly and/or should F&G and/or Santa Rosa City Schools desire to modify the terms of engagement, this proposal may be superseded by a more extensive and inclusive agreement for services or by written amendments to this agreement.

If our proposal is acceptable to you, please sign it and return it to our office at your earliest convenience, so we can make arrangements to accommodate your project in our schedule. We look forward to working with you.

AGREED as of the date noted below,

Armando Franco July 21, 2026

Armando Franco Date
 DSA Class 1 Certified Inspector
 F and G Drafting Services

Client: Eric Oden Date
 Executive Director
 Facilities, Maintenance & Operations
 Santa Rosa City Schools

Contract Number:

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**PROJECT ASSIGNMENT
(EXHIBIT A TO AGREEMENT FOR ARCHITECTURAL SERVICES)**

This Project Assignment is executed between SANTA ROSA HIGH SCHOOL DISTRICT AND SANTA ROSA ELEMENTARY SCHOOL DISTRICT ("District") and PBK ("Architect") pursuant to the Master Agreement for Architectural Services ("Agreement") between the Architect and the District dated August 12, 2026. By this reference, the Agreement is incorporated herein as if set forth in full.

1. Project Description.

The removal and replacement of two steam kettles with two tilt skillets and an industrial grade mixer at the Central Nutritional Services Kitchen.

2. Basic Services. The Architect will provide the following Basic Services noted below for the above-described Project.

Basic Services Phases

- ☐ Schematic Design
- ☐ Design Development
 - ☐ Preliminary Plans Value Engineering
 - ☐ Preliminary Plans Phase Constructability Review
- ☐ Construction Documents
 - ☐ Construction Drawings Value Engineering
 - ☐ Construction Drawings Constructability Review
- ☐ Bidding
- ☐ Construction
- ☐ Post-Construction

Design Consultants Included in Basic Services

- ☐ Structural
- ☐ Civil
 - ☐ On-Site
 - ☐ Off-Site
- ☐ Mechanical
- ☐ Plumbing
- ☐ Electrical

3. Design Requirements and Deliverables. If applicable, the Architect will provide a list of all design requirements and deliverables to the District along with this executed Project Assignment. Said list will be attached to this Project Assignment as an exhibit and incorporated by reference herein.

4. Project Construction Budget. Proposal based on budget of One Million Eight Hundred Thousand

Dollars (\$1,800,000)

5. Architect Services Budget. Two Hundred Thirty Five Thousand, Two Hundred and Fifty Dollars (\$235,250).

6. Architect Compensation:

A. Contract Price. \$255,250 (including allowance for reimbursable expenses) Lump Sum Not to Exceed.

B. Payment Method:

☐ **Allocation of Contract Price to Phases of Basic Services.**

Schematic Design	0 %
Design Development	20 %
Construction Documents	40 %
DSA Review & Approval	5 %
Bidding	5 %
Construction	25 %
Post-Construction	5 %

6. Basic Services Submittal Schedule:

	START DATE	FINISH DATE
Schematic Design Phase		
Initial Design Development Phase	August 2026	October 2026
Initial Construction Documents Phase	October 2026	January 2026
DSA Review & Approval	January 2026	May 2026
Bidding	June 2026	June 2026
Construction	July 2026	January 2026
Post-Construction	February 2027	April 2027

Dated: June 25, 2026

**SANTA ROSA HIGH SCHOOL DISTRICT and
SANTA ROSA ELEMENTARY SCHOOL DISTRICT**

By: Lisa August

Title: Associate Superintendent, Business Services

PBK

By: _____

Title: _____

1110 Iron Point Rd.
Folsom, CA 95630
Phone:(916) 355-9922
PBK.com



June 25, 2026
Mr. Erik Oden
Executive Director Facilities, Maintenance and Operations
Santa Rosa City Schools
211 Ridgway Ave
Santa Rosa, CA 95401

VIA: Email

Re: Fee Proposal – Kettle Replacement Project – Central Kitchen

Dear Mr. Oden:

On behalf of PBK, we want to express how much we genuinely appreciate the opportunity to submit a fee proposal for Architectural and Engineering Services for the Kettle Replacement project at Santa Rosa City Schools, Central Kitchen.

PBK proposes to deliver basic comprehensive services to facilitate design through closeout of these projects based on the scope of services as outlined herein. It is truly our intent to become an extension of your staff and create a seamless partnership in facilitating all services as proposed on this important project.

I. SCOPE OF BASIC WORK:

As we understand, the District intends to replace non-accessible compliant doors with the automatic doors at the Central Kitchen Building. The Scope of Work generally consists of:

- A. Removal of two (2) steam kettles, including associated controls, hood and broiler
- B. Patch existing slab to match finish floor
- C. Installation of two (2) new tilt skillets (gas), including associated fire suppression hood and controls
- D. Installation of one (1) industrial grade mixer.
- E. It is assumed that some accessible upgrades will be required on the site. These upgrades may or may not include parking stalls, path of travel, restrooms for staff, and drinking fountains. A detailed analysis will be conducted during the Construction Document Phase to determine the level of scope required by DSA to obtain approval of the project.

II. SCOPE OF SERVICES:

The Services to be performed by PBK will be executed as follows:

- A. Provide Architectural / Engineering services for the above-mentioned scope of work items.
 - a. Basic services consultants include: Architectural, Mechanical, Electrical, Structural
 - b. Specialty consultants include: Food Service
- B. Provide Basic Services for the following phases: Design Development through Close Out.
- C. Provide Specialty Services as follows: Not Applicable
- D. Submission to the following agencies:
 - a. Division of the State Architect – Access Only
 - b. Environmental Health

III. ASSUMPTIONS & EXCLUSIONS:

- A. The District shall provide as-builts or drawings of original construction and any previous improvements.

- B. The District shall provide an overall topographical survey, ground topographic survey, and underground utility survey of the areas in CAD files, including adequate information to delineate a path of travel from the site items noted above to the building being remodeled.
- C. Geotechnical / Geohazard reports are excluded.
- D. Abatement and forensic studies are excluded.
- E. Specialized reports (i.e. Site utility, CEQA, SWPPP, traffic study, abatement, etc.) are excluded.
- F. LEED documentation and submittal are excluded.
- G. Off-site (i.e. public right-of-way, easements) improvements occurring in the public way are excluded.
- H. Closeout of uncertified DSA projects are excluded.
- I. State/Local agency review/approval fees are excluded.
- J. 3rd party cost estimates are excluded.
- K. Fees associated with the scanning of DSA archived documents are excluded.
- L. Inventory of existing furniture, equipment, and specialty furniture are excluded.
- M. FF&E Specification and procurement are excluded. These services may be provided as an additional service.
- N. Design services related to future facilities, systems, and equipment which are not intended to be constructed as part of the project are excluded.
- O. Analysis and/or design of off-site utilities are excluded.

IV. **COMPENSATION:**

- A. **Fee Calculation:** Compensation for Basic Services to facilitate execution of this project as noted above shall be based on the percentage of construction.
- B. **Fee:** The Construction Budget for this project has been identified as \$1,800,000.00. The total A/E fee is two hundred thirty-five thousand two hundred fifty (\$235,250.00). This fee shall be reconciled once bid values are obtained as well as at the end of construction utilizing a final construction cost amount.
- C. The total A/E fee breakdown shall be as follows:
 - a. Basic services: \$216,000
 - b. Specialty consultants: \$19,250

Fees will be billed monthly in accordance with the work completed. The fee breakdown by Phase shall be as follows

• Design Development	20%
• Construction Documents	40%
• DSA Review and Approval	5%
• Bidding / Award	5%
• Construction Admin	25%
• Closeout	5%

V. **SCHEDULE:**

See Preliminary Schedule. The schedule is contingent on receiving the NTP and all necessary District reports and surveys.

Proposed Schedule is as follows:

• Design Development	2 months
• Construction Documents	3 months
• DSA Review and Approval*	4 months
• Bidding / Award	1 months
• Construction Admin	6 months
• Closeout	3 months

* PBK has no control over time for reviews and approvals by DSA.

VI. ADDITIONAL SERVICES:

If additional work is required beyond what is noted above, PBK will provide services for these scope of work items under a separate proposal per the attached Hourly Rate Schedule (Attachment 'A'). No additional services will be performed without receiving written permission from the District.

VII. REIMBURSABLE EXPENSES:

All reimbursable invoices will include associated back-up receipts. There will be a 10% mark-up on reimbursable expenses. The reimbursable expenses are not expected to exceed Twenty thousand dollars (\$20,000) and must be authorized by the District prior to procurement.

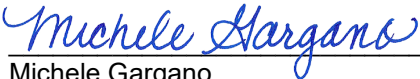
Reimbursable expenses will be limited to the following:

- A. All necessary Drawings and Specifications for Progress Review Sets for the District during the Design Phase(s).
- B. Travel to the site.

Our sincere thanks to the Santa Rosa City School District for considering our firm for this project. We look forward to the opportunity of working with you and your team. Please do not hesitate to call at any time if you should have any questions or need additional information. You can reach me at (916) 355-9922

Sincerely,

Approved by:


Michele Gargano
Principal-in-Charge, PBK

Erik Oden
Ex. Director Facilities, Santa Rosa City Schools

cc: Stephanie Quintero, PBK

This proposal is valid for 60 days.

Contract Number:

9



Catherine Gotfrid <cgotfrid@srcs.k12.ca.us>

FW: C02290 Rock Creek & Matanzas - MHS Connection

1 message

Tom Gorman <tomgorman@kennedyjenks.com>

Tue, Aug 4, 2026 at 4:58 PM

To: Catherine Gotfrid <cgotfrid@srcs.k12.ca.us>

Cc: "lbishop@srcity.org" <lbishop@srcity.org>, "crobinson@srcity.org" <crobinson@srcity.org>, Juan Avelar <juana@gvalley.com>

Hello Cathy.

I was informed that the ROM cost information was not issued to you directly.

We received the ROM costs for relocating the point of connection feeding the stadium as reported by Ghilotti Construction below.

Is this something the School District would like to pursue with Ghilotti or does the District have in-house staff who may be able to perform the work.

Please let us know your feedback.

Thanks in advance.

Tom.



Tom Gorman | Principal
Construction Manager

Senior

703 2nd Street

Suite 411, Santa Rosa, CA 95404

Cell: (707) 888-8064

Direct: (707) 293-1179

Teams: tomgorman@kennedyjenks.com

From: Brendan Murakami <Brendan@ghilotti.com>
Sent: Tuesday, August 4, 2026 3:21 PM
To: Tom Gorman <tomgorman@kennedyjenks.com>; Zack Albers <ZackA@ghilotti.com>
Cc: Juan Avelar <juana@gvalley.com>; Brendan Murakami <Brendan@ghilotti.com>
Subject: RE: C02290 Rock Creek & Matanzas - MHS Connection

Hey Tom,

Cathy hasn't seen the ROM.

Thank you,

Brendan Murakami

Project Manager

Ghilotti Construction Company

(707)540-3730 | brendan@ghilotti.com



From: Tom Gorman <tomgorman@kennedyjenks.com>
Sent: Tuesday, August 4, 2026 7:01 AM
To: Brendan Murakami <Brendan@ghilotti.com>; Zack Albers <ZackA@ghilotti.com>
Cc: Juan Avelar <juana@gvalley.com>; Brendan Murakami <Brendan@ghilotti.com>
Subject: Re: C02290 Rock Creek & Matanzas - MHS Connection

Hello Brendan.

Did this ROM also get sent to Cathy at the School District?

Tom.

Get [Outlook for iOS](#)

From: Brendan Murakami <Brendan@ghilotti.com>
Sent: Monday, 03 August 2026 16:35:01
To: Tom Gorman <tomgorman@kennedyjenks.com>; Zack Albers <ZackA@ghilotti.com>
Cc: Juan Avelar <juana@gvalley.com>; Brendan Murakami <Brendan@ghilotti.com>
Subject: RE: C02290 Rock Creek & Matanzas - MHS Connection

Tom,

Please see the ROM below. Below is a ROM for the work.

\$16,000 to excavate/swap the saddle and permanent pave.

Thank you,

Brendan Murakami

Project Manager

Ghilotti Construction Company

(707)540-3730 | brendan@ghilotti.com



From: Brendan Murakami <Brendan@ghilotti.com>
Sent: Wednesday, July 29, 2026 5:48 PM
To: Tom Gorman <tomgorman@kennedyjenks.com>; Zack Albers <ZackA@ghilotti.com>
Cc: Juan Avelar <juana@gvalley.com>; Brendan Murakami <Brendan@ghilotti.com>
Subject: RE: C02290 Rock Creek & Matanzas - MHS Connection

Tom,

Sorry for the delay. I'll try to knock this out in the morning.

Thank you,

Brendan Murakami

Project Manager

Ghilotti Construction Company

(707)540-3730 | brendan@ghilotti.com



From: Tom Gorman <tomgorman@kennedyjenks.com>
Sent: Monday, July 27, 2026 4:44 PM
To: Zack Albers <ZackA@ghilotti.com>; Brendan Murakami <Brendan@ghilotti.com>
Cc: Juan Avelar <juana@gvalley.com>
Subject: FW: C02290 Rock Creek & Matanzas - MHS Connection

Hello Zack and Brendan.

I am sure this information will be forwarded to you at some point but wanted to give you a heads up given the comments at the meeting today related to timing and crew availability.

Tom.



Tom Gorman | Principal
Construction Manager

Senior

703 2nd Street

Suite 411, Santa Rosa, CA 95404

Cell: (707) 888-8064

Direct: (707) 293-1179

Teams: tomgorman@kennedyjenks.com

KennedyJenks.com

From: Catherine Gotfrid <cgotfrid@srcs.k12.ca.us>
Sent: Monday, July 27, 2026 4:27 PM
To: Robinson, Charles <CRobinson@srcity.org>
Cc: Tom Gorman <tomgorman@kennedyjenks.com>; Juan Avelar <juana@gvalley.com>; Bishop, Lucas <LBishop@srcity.org>; Alejandro Escobar <aescobar@srcs.k12.ca.us>; Flavio Ramirez Alvarez <framirezalvarez@srcs.k12.ca.us>; Erik Oden <eoden@srcs.k12.ca.us>
Subject: Re: C02290 Rock Creek & Matanzas

Hi Charles,

We were able to confirm this afternoon that there is no water to any of the fixtures in our stadium, so the connection needs to be replaced as soon as possible.

Did Ghilotti get a ROM to you for the connection? I didn't receive anything from them.

Cathy Gotfrid

Project Manager, Facilities

Santa Rosa City Schools

Mobile: 707-975-0248

Direct: 707-890-3800 x80234



On Mon, Jul 27, 2026 at 3:32 PM Robinson, Charles <CRobinson@srcity.org> wrote:

Cathy-

Good afternoon.

As we get closer to an estimation of cost for the 2" water line relocation, I wanted to bring it to your attention that the line has been off for approximately 2 weeks since it was initially discovered. I am not sure if this affects your stance on wanting it to be reinstalled, but thought it best to let you know.

Thanks

Charles Robinson | Quality Control Associate Team #2

Transportation and Public Works – Capital Projects Engineering

69 Stony Circle, Santa Rosa Ca. 95401

Office (707) 543-3869 | Mobile (707) 791-5978 | crobinson@srcity.org



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